DOCUMENT RESUME

ED 213 423 IR 010 050

TITLE LSCA Long Range Plan, 1982-1987.
INSTITUTION Pennsylvania State Library, Harrisburg.
PUB DATE [81]
NOTE 40p.

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS *Federal Aid; Library Facilities; *Library Planning; *Library Services; *Long Range Planning; *Objectives; State Libraries
IDENTIFIERS *Library Services and Construction Act; Pennsylvania

ABSTRACT

This master plan for library development in the Commonwealth of Pennsylvania reviews the accomplishments of the five year plan for 1976-81, examines the current status and services of libraries, and establishes goals and objectives for the 1982-87 period. A review of the status and accomplishments of the original eight goals and 30 objectives is followed by an overview of the current status of Pennsylvania libraries, their needs, and those of some residents specifically identified in LSCA as recipients of special services. The final section outlines four primary goals and 20 subsidiary objectives, believed to be realistic and achievable through the use of federal funds, that will increase existing library resources and improve library services provided by all types of commonwealth libraries. (RAA)

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LSCA LONG RANGE PLAN

1982-1987

Pennsylvania State Library

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INTRODUCTION

The previous LSCA long range plan for Pennsylvania, 1976-1981 Pennsylvania Library Development Plan, contained eight goals with 30 objectives to meet those goals. This section lists those goals and objectives from the original Plan and provides information regarding their attainment.

SECTION I

MAJOR ACCOMPLISHMENTS

1976-1981

Goal A - Improving State Library

1. "...Procure statutory authority and sufficient assigned staff responsibility within the Bureau of Library Development for working with all types of libraries to promote cooperation among them."

   Status - Proposed legislation to broaden the State Library's responsibility was drafted in 1977 and, after review and comment from the library community, was put into form for submission to the legislature. With support from the administration, the legislation was finally introduced in January 1980. The bill, which would have broadened the library's power without, until an appropriation had been acted upon separately, increasing its staff or budget, died in committee. Efforts will be made to seek passage of the same or similar legislation in 1981.

   Staff complement in the Library Development Division has not increased since 1976.

2. "...Replace federal funds with state funds for operation of the State Library by reducing the amount of federal funds expended for State Library operation by at least 25 per cent for each of the next four years, with corresponding annual increases in state funding of at least equal amounts."

   Status - The State Library has not been able to make any progress toward meeting this objective. The costs of state government have increased to a much greater degree than state income and, as is true at other levels of government, the state has become dependant on its federal income. It should be pointed out, however, that the state administrations and the legislature, in the last five years, have not increased the amount of federal money used to operate the State Library. Therefore, with inflation increasing annually at a rate of 10-12 per cent and the state appropriation, from state funds, increasing by five to seven per cent each year, the percentage of the budget that is federally funded has decreased between FY1976 and FY1981.

Goal B - Improving Funding for Library Services

3. "Procure passage of Senate Bill 1189, amending the Act of June 14, 1961 (P.L. 324, No. 188), The Library Code, authorizing additional state aid, and secure subsequent appropriations."

   Status - On December 10, 1980, the Governor signed into law the new state aid bill, P.L. 200. This Act removed the ceilings on state aid, which had the immediate effect of freeing $750,000 already appropriated to be distributed. Act 200 also added a new category of aid--an equal distribution grant to all qualifying libraries, branches, and bookmobiles. In addition, the Act changed the method of distributing the aid from strictly per capita to a percentage basis. As the state legislature appropriates additional money, it can be distributed according to the new formula and will result in additional state aid for Pennsylvania public

libraries.

Status - This objective has been achieved.

4. "...Determine whether the state aid program and the "Minimum Standards for Local Libraries" are providing the best level of public library service possible for the available state dollars."

   Status - This objective has not been met. The State Librarian has named a task force which has been given the responsibility of identifying issues to be addressed in a comprehensive long range plan for library development in Pennsylvania. This objective will be one of the issues addressed in the plan.

Goal C - Improving Staffing of Libraries

5. "...Ensure that all public libraries meet requirements for certified staff members as set forth in applicable standards."

   Status - Almost all state aided libraries and/or systems have met the requirements for certified staff.

6. "...Assure that 75 per cent of state supported residential institutions have paid trained library personnel serving residents at least 20 hours per week."

   Status - As of January 1981, the State Library had identified 73 institutions which are either directly operated by the state or which receive over 50% of their funding from the state. Of these, 52, or over 71%, have libraries which serve the institution's residents at least 20 hours per week. The majority are open at least 35 hours per week. Most have paid staff which are in library classifications ranging from Library Assistant II to Librarian II. A few have staff members assigned full-time to the library from other classifications, usually Activity Aides. Twenty-two of these institutions also have libraries which serve the institution staff and an additional six institutions have libraries only for staff members. Nearly all staff libraries are staffed by professional librarians.

7. "...Cooperate with library educators and other appropriate groups to annually access library needs including continuing education."

   Status - In 1978 the State Library contracted with a consultant to develop a plan for CE in Pennsylvania for all types of libraries. The plan, Coordinating Continuing Education for Library/Media/Information Personnel was completed in 1979. The State Library began implementing recommendations from the plan in 1980 by hiring a coordinator and establishing a Continuing Education Advisory Committee. Work is underway to establish the first of several CE Councils around the state. The timetable for implementation of the CE Plan is on schedule.

8. "...Provide continuing educational opportunities to a minimum of 500 library employes per year."

Status - The State Library has far exceeded its objectives to provide continuing education opportunities to library employes and trustees. Since 1976 the Training Section has offered 44 different workshops. These workshops were attended by 6,129 participants, or an average of 1,225 participants per year.

In addition, CE scholarships were awarded to 203 individuals over the same five-year period. These scholarships were for a variety of non-credit seminars and workshops sponsored by other organizations and agencies.

9. "...Provide leadership in efforts to attain equal rights for all Pennsylvania library personnel through the implementation of affirmative action programs to involve minorities and women at every level of employment and decision making:

(a) "...sponsor equal employment opportunities workshops for library administrators."

(b) "...procure sufficient staff within the Bureau of Library Development to monitor compliance with existing equal opportunity laws for all libraries receiving state aid or federal funds."

(c) "...form a task force to review employment opportunities in Pennsylvania libraries with a view toward making specific recommendations for action programs to eliminate discrimination."

Status - This objective, as written in the original plan, was not implemented. However, subsequent revisions of the objective were implemented.

In order to demonstrate the State Library's commitment to Affirmative Action practices, workshops were presented for District Library Center Administrators and Consultant Librarians, and later for local library directors and trustees.

In addition the State Library, working with the Pennsylvania Department of Education's Bureau of Equal Education Opportunity, requires that each grant recipient submit compliance assurances, for approval of the Bureau, prior to the award of an LSCA grant.

10. "...Secure the adoption of legislation to permit the inclusion of public library employes in the state public school employes retirement plan."

Status - This objective was dropped in 1979 after efforts by the State Library and the Pennsylvania Library Association did not succeed. It was determined that it was not politically or economically feasible at the time.

Goal D - Encouraging the Development of Library Systems

11. "...Secure adoption of system standards by the Governor's Advisory Council on Library Development."

Status - These standards were adopted by the Advisory Council on Library

Development in December, 1977.

12. "...Secure adoption of district library center standards by the Governor's Advisory Council on Library Development."

    Status - These standards were also adopted at the same December, 1977 meeting.

13. "...Ensure that at least 95 per cent of all public libraries which do not meet Pennsylvania's minimum standards for local libraries become members of systems."

    Status - System development has been a high priority of the State Library. Forty-six LSCA grants have been made over the last five years in support of system development and improvement. This includes grants made specifically to get substandard libraries into systems.

    In the last five years, 11 counties have formed library systems resulting in a total today of 28 county systems, or 42% of the total number of counties.

    It is estimated that 79.5% of public libraries that do not meet minimum standards for local libraries are part of a library system.

    As library budgets either remain static or decrease, and inflation continues to rise, Pennsylvania's libraries are finding it increasingly difficult to maintain their past levels of operation. Therefore, many libraries that once met minimum standards or were significantly close to meeting them are no longer able to. The current increase in state aid will assist only minimally.
    What is needed is a significant increase in local support and state appropriations.

    Progress has been made, but this objective is not yet met. Work will continue on it so that by 1983, it may be met.

14. "...Ensure that at least 95 per cent of all systems and their participants meet systems standards."

    Status - Library Development staff have been working with individual systems to help them achieve standards, when requested to do so. Most of the systems have submitted some type of long range plan although current fiscal conditions have altered these plans to a lesser or greater extent depending upon each situation. Library Development continues to work with systems in their endeavors to improve services and meet standards.

    Thirty-three LSCA grants have been awarded. Specifically for implementing system plans and/or for improving system services over the last five years. These grants have enabled systems to work toward meeting standards. In 1979, grants were made specifically for purchase of materials. Each qualifying library

received a basic grant of $600 and an additional percentage of the balance of available funds based on their materials expenditures.

Status - In 1981, six LSCA grants were awarded for improvement of system services.

Goal E - Improving Statewide Library Services

Institutionalized

15. "...Improve library services to the institutionalized by increasing to 70 per cent the number of libraries in state supported residential institutions meeting appropriate standards."

Status - This objective was changed in 1977 to read:

15(a) "...Adopt standards to improve library services to the institutionalized."

Status - To date, the only types of institutional libraries for which national standards exist are health care institutions and juvenile correctional facilities. The former are in need of revision. Standards for mental retardation facilities are in the process of being adopted by the American Library Association, which has also drafted standards for adult correctional facilities. The accreditation standards of the American Correctional Association include a section for prison libraries. The Joint Commission on Accreditation of Hospitals provides standards for staff library services in general hospital and mental health facilities, but no provision is made in JCAH standards for library services to patients. A committee sponsored by the State Library has developed proposed Guidelines for Jail Library Services for use in Pennsylvania. These are awaiting comparison with the new guides for jail library services under preparation by ALA. Special schools and other institutions for school-aged populations should have library services which can be measured against school library standards, with additional provisions for public library type services (evening hours, cottage collections, etc.).

Most of these standards tend to be maximum goals statements. Committees of institutional librarians have worked on several sets of guidelines which will delineate minimal goals for Pennsylvania institutional libraries. It is anticipated that the following guidelines will be completed and/or adopted during 1981: Guidelines for Libraries in Adult Correctional Facilities, Guidelines for Libraries in Mental Health Facilities, Guidelines for Libraries in Facilities for the Developmentally Disabled and Guidelines for Libraries in Juvenile Correctional Facilities.

16. "...Increase by 100 per cent the number of public libraries extending services to at least 50 per cent of their local institutions."

Status - Library services to local institutions are increasing, but no

base measure yet exists by which to determine the nature and extent of this progress. Some public libraries have locally funded projects to provide outreach services to nursing homes or jails. LSCA funds have also been used for grants to public libraries to initiate or strengthen such services, as well as underwriting State Library sponsored training programs for provision of these services.

Blind and Physically Handicapped

17. "...Increase by 20 per cent the number of persons using Regional Libraries for the Blind and Physically Handicapped."

    Status - Use of LSCA funds to computerize the circulation procedures of Pennsylvania's two Regional Libraries for the Blind and Physically Handicapped has been the most significant achievement during the past five years. Without this conversion, decreases in staff due to inflation would have by this time limited the number of patrons each library could handle, allowing new readers to be added to the service only as old ones were dropped. An upgrading of the system this year will allow for continued addition of new patrons at an increase of about five per cent per year. This is consistent with the average new increase in registrations over the past several years.

18. "...Develop, with the staff of the Regional Libraries for the Blind and Physically Handicapped, a list of collection needs which cannot be met using materials furnished by the Library of Congress."

    Status - This objective was dropped in 1979 as being unnecessary.

19. "...Strengthen existing and establish new lines of communication between the Regional Libraries for the Blind and Physically Handicapped and other libraries, agencies and their patrons."

    Status - LSCA funds were used for a one-year project to publicize the availability of Regional Library services to local institutions, such as nursing homes and hospitals. Public libraries were encouraged to become involved by making initial contacts with institutions within their local services areas. A slide/tape presentation depicting the Regional Library services to local institutions was developed and shown at district meetings throughout the state and copies were placed in all 27 district library centers, as well as the State Library.

20. "...Develop, for librarians, trustees, patrons and the general public, a public information program on library services for handicapped persons."

    Status - This objective was not met as stated. Representatives of the Regional Libraries continue to make presentations concerning their services and provide exhibits at conferences, workshops and other appropriate meetings. An information campaign developed by the National Library Service for the Blind and Physically Handicapped is now being promoted in Pennsylvania.

Unserved and Disadvantaged

21. "...Identify the functionally illiterate within the state; inventory library resources available and develop a program for necessary improvement."

Status - The Library Development Division staff did not attempt to "identify the functionally illiterate or the limited English-speaking residents of the Commonwealth."

Upon preliminary investigation it was found that such a large scale data gathering project was beyond the capabilities of the limited staff and financial resources of the Division. Studies, such as "Adult Basic Competencies in Pennsylvania" provided the Division with some needed demographic information. It is anticipated that the summary reports from the 1980 U.S Census will provide additional data to use for future planning.

22. "...Identify Pennsylvania residents who speak limited English, inventory library services available to them and develop a program for necessary improvements."

Status - The "inventory" of library resources for both the illiterate and the limited English-speaking also was not completed. We can extrapolate, however, from the needs assessments of more than a dozen libraries who have applied for grants to serve these groups, that libraries do not have sufficient materials or trained staff to serve the needs of the illiterate or the limited English-speaking population.

Although these objectives were dropped in 1978 for the reasons just mentioned, they were replaced by a more comprehensive objective.

22(a) "...Define a minimum level of library services to meet the needs of persons who are not able to take advantage of public library services and continually promote library programs for those persons until a minimum level is reached."

Status - The State Library's commitment to serve these groups has been achieved through a number of statewide awareness-type workshops and grants to libraries. Workshops such as, "Literacy"; "LSCA Idea Exchange"; and "Library Programs for Older Adults", have provided librarians with information and the skills needed to serve a variety of special clienteles. We have funded 11 literacy grants for both English and non-English-speaking groups. These projects have been very successful in reaching those in need of literacy training and in improving their literacy skills. Almost 1,000 individuals in various sections of the state (Beaver, Lawrence, Armstrong, Butler, Mercer, Northampton, Chester, and Lackawanna Counties and Philadelphia) were helped. Volunteer tutors donated over 7,500 hours of their time in this endeavor. Four additional county libraries will begin literacy projects in 1981.

Services to the impaired elderly and the homebound have had greater impact. We have provided statewide workshops to familiarize librarians with the problems of aging in order to help them develop materials and services to meet specific needs. The State Library also provided each of the 27 District Library Centers with a $5,000 grant to purchase large print books. Twenty-two projects have been funded since 1976 to provide services to the aged and the homebound. The services offered have included provision of large print books and reading devices to assist individuals with their reading. Other libraries have offered story telling for senior citizens, nostalgia nights and a hydraulic lift bookmobile.

23. "...Extend public library service to every Pennsylvania resident."

Status - The State Library has worked toward this objective in several different ways. The focus on system development has partially been to get service for all residents of the Commonwealth. With the formation of systems, largely supported with LSCA funds, we have reduced the number of unserved people. In addition, we have awarded three LSCA grants over the last five years specifically for extending services to unserved areas. The formation of two county systems in 1980 has further reduced the unserved population. There is still one entire county with no service and there are 12 other counties that have unserved areas within their boundaries.

24. "...Identify and cooperate with agencies for the developmentally disabled in the development of library programs."

Status - This objective was consolidated with objective #22(a) referred to earlier.

Audio Visual Services

25. "...Develop and implement a plan for the coordination of public library audio visual services in Pennsylvania."

Status - An audiovisual consultant joined the state library staff in 1978. Responsibilities of this LSCA funded position were to coordinate policy and film selection and to develop a long range plan for audiovisual services in Pennsylvania. The plan has not been completed at this time.

Public Libraries

26. "...Develop goals and guidelines for libraries exceeding minimum standards who wish to achieve higher levels of service."

Status - To date, nothing specific has been done toward meeting this objective. However, the development of Pennsylvania's long-range plan and the increased emphasis on planning for public library services and the development of output measures will enable and assist libraries that exceed our current minimum standards to strive for improved services.

Goal F - Encouraging Establishment of Library Cooperative Activities Among All Types of Libraries

27. "...Review subject assignments of regional resource centers."

Status - Members of the Board of the Regional Library Resource Centers, as well as the library community in general, were aware by the late 1970's that more than just the subject assignments of the four libraries merited attention. LSCA funds were used to support a study of the concept and effectiveness of the entire program in 1978, and the report of that study, The Regional Library Resource Centers of Pennsylvania in Concept and Operation, December 1978, published by Public Administration Service, found that while the need for the program was strong, changes in management and funding were recommended. In brief, PAS suggested that the program be broadened by the addition of three major academic libraries and three other libraries with complementary specialized collections; that a policy review council of lay members from each of the participating libraries be established; and that funding be changed from a system of block grants to one of reimbursement to each library for the costs involved in collection development and access, including interlibrary loan. The report is before the Board of the Regional Library Resource Centers for study; major changes recommended by PAS will require changes in legislation is implementation is desired.

28. "...Review the Drexel Plan and adopt appropriate sections as part of the annual review of the five-year plan."

Status - When the 1976-1981 Pennsylvania Library Development Plan was published, the State Library had just released the Plan for Library Cooperation in Pennsylvania, a series of recommendations for action prepared by a team at Drexel University's Graduate School of Library Science. Acting in response to those recommendations, the State Library has:

1. Granted LSCA funds to five public libraries for the retrospective conversion of their holdings to the OCLC data base, to provide additional location information for interlibrary loan and in three instances to support the production of countywide COM catalogs;

2. Contracted, with LSCA funds, for the development and implementation, including COM spin-off, of a statewide on-line list of serials, built within the OCLC system;

3. Provided LSCA funds for the purchase of OCLC terminals and printers, to further the use of this shared cataloging and interlibrary loan activity;

4. Granted funds to assist in the training of librarians in cataloging non-print materials on OCLC;

5. Supported the development of a statewide interlibrary loan code to which more than 700 public, academic, school and special libraries have subscribed;

6. Twice sponsored a series of one-day workshops on interlibrary loan procedures and practices;

7. Committed inself to a continuing subsidy of the Interlibrary Delivery Service of Pennsylvania, a non-profit corporation which moves materials in interlibrary loan between nearly 120 participating libraries;

8. Established a Council of Pennsylvania Library Networks, an advisory group convened by the State Librarian with representatives from a dozen key cooperative groups, to advise the State Library on activities related to interlibrary cooperation;

9. Drafted and worked for passage of legislation which would support the appropriation of state funds to assist library cooperative programs, in addition to the state support of public libraries provided for in law since 1961.

Most of the major recommendation in the Plan for Library Cooperation have been addressed to some degree. No action has yet been taken toward a program of cooperative collection development and maintenance as recommended in the Plan, but declining revenues may force action in this area. For a few recommendations in the Plan (e.g., insurance for materials in interlibrary loan), the State Library has not been able to discern great concern in the profession.

29. "...Examine existing and potential methods of funding interlibrary loan programs.

Status - As costs of operation have risen in the past few years, some libraries have begun to charge fees for all interlibrary loan transactions and others are increasing charges for photocopies. The objective set in 1976 has not been met; while funding methods have been reviewed by the State Library staff and discussed by the Council of Pennsylvania Library Networks, no satisfactory plan has been developed. Reimbursement would assist both the net lending library, which is called upon to provide more than it receives, and the net borrower, which is frequently unable either to supply from its own materials budget or to obtain inexpensively from other libraries the material needed to meet client requirements.

Continuing effort must be directed toward the development of a reimbursement plan, toward the passage of legislation authorizing the appropriation of state funds for this purpose and for an appropriation to this end.

Goal G - Improving Library Facilities

30. "...Ensure that the provision of an adequate state library facility is included in the state's capital improvement plan."

Status - This objective has been partially accomplished. Planning to ensure adequate State Library facilities occurred during 1978 and 1979 with some action taken in 1980 by relocating the Library Development Division and several offices and public service units General Library onto the second floor of the Forum Building. As a result, all divisions of the State Library are located closer together on three floors of the Forum Building. The Commonwealth's General Services Administration has monies which can be used to renovate the Forum Building. A preliminary letter was submitted by the State Library to GSA outlining capital improvement needs for State Library facilities and GSA responded positively to this request during 1980.

30(a) "...Develop a strategy to aid libraries in meeting physical assess requirements."

Status - The State Library has presented a program to its District Library Centers on the implications and methods to implement the requirements of Act 504.

In addition, the State Library will sponsor, with Harold Russell Associates (Waltham, Massachusetts), two workshops on "Section 504 and Public Libraries". These workshops will be held in 1981 and will be available to public library personnel in Pennsylvania.

Goal H - Improving Data Collection Methods Needed to Provide the Information Necessary to Implement the State Goals

31. "...A contract for the design of a program of improved data collection methods to assist in planning and evaluation of statewide programs will be awarded."

Status - A request for proposal (RFP) was prepared and distributed. The staff reviewed the several proposals received and awarded the contract to Government Studies and Systems (GSS) of Philadelphia. The study was undertaken in 1978. The report was presented in August 1979. No action has been taken to implement any of its recommendations at this time.

SECTION II

Current Status and Needs

INTRODUCTION

Section II contains information on the current status of libraries in the Commonwealth and that of some of its residents who are specifically identified in the law as recipients of special services.

Each section will contain a narrative outlining current status, followed by a narrative indicating specific needs.

A. PUBLIC LIBRARY SERVICES

The public library program as it now exists in Pennsylvania was designed and implemented in the 1960's. The Library Code, passed in 1961, established a three level system: the local library, the 27 District Library Centers and the four Regional Resource Centers. In addition, 28 county library systems have been formed to improve services through cooperative efforts by all public libraries in a county. The measures of adequacy for public libraries in Pennsylvania are the Minimum Standards for Local Libraries; Minimum Standards for District Library Centers and Minimum Standards for Public Library Systems which are attached as Appendix numbers 1, 2, and 3.

1. State Aid

The State Aid program provides financial assistance to all these levels of libraries. Basic and incentive per capita aid is paid to local libraries and library systems. District Library Centers also receive per capita aid for the purpose of providing services to the local libraries in their district. The four regional resource centers receive aid for their activities as the major backup resource libraries for the district library centers. This system of aid was established by The Library Code and has recently been amended by Act 200. Act 200 changes the method of distribution of the aid to a percentage basis and adds a new category of aid - the equal distribution grant. Additional money has been made available to the public libraries in Pennsylvania by Act 200, though it is presently not enough money to make a significant impact on fiscal problems. Act 200 does, however, have the potential to make more money available to public libraries by increased appropriations from the state legislature. The Governor's budget has proposed a 12 per cent increase in state aid to public libraries. State aid accounts for approximately 16 per cent of a public library's budget. Federal aid, through LSCA grant awards, accounts for approximately five per cent. The rest, 79 per cent is from local sources. Therefore, the major responsibility for funding public library services rests with the local community whether that be a borough, township, county or school district. These local sources run the gamut from tax support to endowments and donations.

2. Fiscal Problems

Pennsylvania's public library program is in fiscal difficulty at all levels. Public library income and expenditures have not begun to keep pace with the increased costs of salaries, library materials, maintenance of buildings and other operating expenditures.

According to a recent publication of the Pennsylvania Library Association, public libraries now receive 26 per cent less in actual buying power than they did in 1967. This indicates library budgets have not kept pace with inflation. Certainly the fact that the number of items purchased by libraries for their collections has declined over the years is indicative of this fact. Nor has library staffing maintained adequacy. Many libraries relied very heavily on federally funded, but locally allocated, programs like CETA to staff their libraries. As CETA is being phased out, these libraries face critical staff shortages. Many libraries' municipal appropriations come almost entirely from revenue sharing funds. Because of increased costs for materials, salaries and general operating requirements and no corresponding increase in income, many of our libraries are falling below the minimum standards for local libraries and thus will lose at least some of their state

aid. Insufficient funding and erosion of services continues to be the major problem for most of Pennsylvania's public libraries. Studies done prior to the initiation of the state aid program recommended that $1.50 per capita was a sound level of Basic Support. If $1.50 per capita was sound in 1958, $5.00 per capita is sound today. Statistics show that the average per capita expenditure of local libraries in 1979 was $4.27, 73 cents short of the 1958 recommendation.

3. Planning

Adequate planning on the local level needs to be addressed. The requirements of the Minimum Standards for Local Public Libraries needs to include a five year plan to address a needs assessment, adequate planning and evaluation of services.

4. Facilities

Library facilities are also an area for work. Many of our older libraries are crowded, unsafe, inaccessible to the handicapped, inefficiently designed for modern library service, and just plain dowdy. No money seems to be available for new construction or renovation. Some libraries have managed to raise such funds necessary to build or improve facilities. but most have not.

As part of a National Library Space Needs Assessment Survey, Pennsylvania projected funding assistance to 21 libraries over a five year period (1981-1985). The modest proposal recommended doubling the square footage of the 21 buildings from a total of 196,766 square feet to 394,250 square feet. It was estimated in 1980 to cost $16,623,492 with federal funds covering 50% of the total. This is indeed an area in need of a federal appropriation.

5. District Library Centers

Many of the District Library Centers are finding it difficult to fulfill their responsibilities for interlibrary loan, interlibrary reference, film services, consultant services and delivery services, all responsibilities assigned to them by The Library Code and district center standards. Most of the district library centers will not be able to meet District Library Center Standards by 1983. The biggest problem is in the area of staff.

Some District Library Centers do not meet local library or library system standards. Once again, reliance on CETA and such programs will result in sharp staff reductions. Some libraries have reduced expenditures for materials - especially reference, backup materials and films that are essential for the provision of adequate district services. An examination of interlibrary loan statistics increasingly indicates the referral or cancellation of all requests from local libraries by their district library centers.

The District Library Centers do not provide uniform services; that is, district services vary from one library to another depending on local circumstances. Some District Library Centers think the district funds that are provided are insufficient to carry out the services expected by the State Library. In some of these libraries, the local funds are insufficient for

them to carry out a program of local library services, let alone a program of district services. The District Library Center Standards are an attempt to establish some basic levels of service. However, they are not yet in force.

6. Regional Library Resource Centers

Although Act 200 of 1980 provides for increased support for the Regional Library Resource Centers, potential changes in public libraries' use of the Resource Centers indicate a need for continuing attention to this aspect of the public library program. Declining materials budgets in local libraries and District Library Centers may result in increased use of interlibrary loan to meet patron expectation. At the same time, the OCLC system permits identification of many holding libraries apart from the Regional Resource Centers and some District Library Centers are consciously making less use of the Regional Resource Centers than in the past. Action by one of the four libraries to cease entering its holdings into the OCLC data base, and a proposal to treat another of the major libraries as a non-circulating collection, underline the need for continuing monitoring of the effectiveness of this program.

Insufficient funding, inflation and the resulting erosion of services are the major problem which libraries face. Some study of financing from all sources should be undertaken and major efforts should be applied in assisting libraries in their efforts to get enough money to maintain at least adequate staffs, services and facilities.

In addition to this overview of public libraries, there are several areas to be dealt with specifically. These are library systems, the rural unserved, urban libraries, services for the disadvantaged and non-English speaking and audio-visual services.

7. Library Systems

The State Library has encouraged and fostered the development of library systems over the last five years. Systems have been a way to improve services on a county level through increased county support and cooperative efforts among formerly independent libraries in a county.

There are currently 28 county library systems in Pennsylvania. In addition to the fiscal and service problems outlined above, library systems in Pennsylvania face several other problems:

- Confusion concerning the respective roles of systems and District Library Centers. Some examination of this problem should be undertaken.

- Limited expectations on the part of libraries that form systems. Often systems are formed solely for the purpose of obtaining a little more money from the state and sometimes the county government. While this is important, it is not the only function of a system. Systems need a clearer idea of the service benefits that can accrue to both patrons and member libraries and of the need to plan and evaluate library programs for the system service area.

- Lack of understanding of the concept and services of systems and lack

of support from the county government.

- Uneven funding by municipalities of library units within a system.

- Often system members are left too much to their own devices to try to improve services. We recognize that systems in Pennsylvania are cooperative ones and that member libraries want to maintain their own autonomy. However, this has sometimes resulted in too loose a structure, which does not really improve service for all on any equal basis.

- Systems need to improve both system services and library services of the member libraries.

8. Unserved

Today, we estimate there are 631,013 people in Pennsylvania who do not have access to free public library services. This represents 5.3% of the state's population. Many of these people are in rural areas. There is just one entire county - Fulton - without public library service. The rest of the legally unserved are scattered throughout Pennsylvania.

The problems/needs of the rural unserved are:

- There is often an attitudinal problem. People who have never had good library service do not know what they are missing so it is difficult to convince them they should provide money for such a service.

- There is a need for leadership from existing libraries near the unserved area, or from the county level, to encourage and to develop library services for these unserved areas. In 1981, two LSCA grants have been awarded for this very purpose.

- Attracting good professional staff is a problem because of the low salaries that rural libraries are able or willing to pay.

- Many rural areas have such a small population base that they really need to affiliate with a larger library. This has been done to some extent with the formation of county systems in Pennsylvania. But the need to get those 600,000+ people into a free service unit still exists. This small population base makes it especially difficult to fund library services at any level even close to adequate.

The disadvantaged will continue to need as much information and assistance as libraries can provide in survival skills as society becomes more and more "computer literate". Libraries must utilize these technologies to assist the disadvantaged in coping with the 1980s and beyond.

9. Urban Libraries

Urban libraries across the state are facing similar problems as cited above, some more acutely than others. Among them are: dwindling tax base - all Pennsylvania cities lost population, according to the 1980 census; decreased municipal income; increased costs; unused collections, etc.

According to a recently released study of the Free Library of Philadelphia, the library has been "sorely weakened over the past ten years". The study outlined problems which are facing most urban libraries today - depleted collections, reduced hours of service, staff reductions and financial constraints. Erie County Library and Reading Public Library are facing similar problems.

The major need, which permeates across all sizes and types of libraries, is additional funding. In addition to funding, urban libraries will need to utilize technology to deliver more cost effective services.

Libraries will have to share resources to eliminate costly duplication. They will also have to place more emphasis on meeting the unique needs of their urban clienteles.

10. Disadvantaged and Non-English Speaking

The needs of the disadvantaged and non-English speaking residents of Pennsylvania require special attention. According to a recent study "A Needs Assessment of Adult Basic Competencies in Pennsylvania", 29.9 per cent of the adult population in the state, or 2,644,000 people are functionally illiterate. The age groups containing the greatest percentage of individuals were: those aged 16-18 and over; - women; - minorities.

In January, 1981 the statewide rate of unemployment was at 9.1 per cent compared to the national average of 8.2 per cent.

According to a recent study published by the Philadelphia Urban League, "The State of Black Philadelphia", "...There is high unemployment, there is also poor housing, inadequate schooling, poor health". The report goes on to say that "...These problems when experienced individually can bring hardship, but when experience together, they have devastating effects."

Senior citizens on fixed incomes are acutely feeling the effects of "double-digit" inflation. Health and nutrition programs are barely keeping pace with their needs.

Hispanics and other non-English speaking groups must content with all of these problems in addition to coping with a new language and culture.

Public libraries cannot solve all of the problems of the disadvantaged. However, a concerted effort of all community agencies, including libraries, must work towards this end. An increased effort must be placed on outreach programs of various kinds to meet the needs of these groups. The continued development and use of the ALA Community Analysis process will help libraries to identify the needs of the disadvantaged. Libraries should then look at successful approaches other libraries have used to meet the identified needs and adapt or adopt the techniques for their particular community.

One particular area in which libraries have been effective change agent and can continue to be is in the area of literacy training. Another area is job information and career development.

11. Audio Visual Services

The Pennsylvania Public Libraries Film Center has, since its inception, been funded by the State Library out of LSCA funds. In 1976 the Film Center was located in Harrisburg where the State Library contracted with Dauphin County Library to administer the collection. Dauphin County Library experienced financial difficulties and was unable to continue to administer the Film Center under contract. In 1978 the State Library contracted with the Pennsylvania State University to manage the Film Center.

The State Library retained control of policies regarding the Film Center and the selection of film titles. An audiovisual consultant joined the State Library staff later in 1978. Responsibilities of this LSCA funded position were to coordinate policy and film selection and to develop a long range plan for audiovisual services in Pennsylvania. The audiovisual consultant has also organized a number of workshops for film librarians and other librarians who work with films. Topics of these workshops have included the evaluation of films, films for children, films for young adults, video in the public library, and cataloging films on OCLC. The audiovisual consultant also visited all the District Library Centers to advise film librarians and administrators on film maintenance, selection, and management.

In 1979 the audiovisual consultant and the Film Selection Committee, composed of Pennsylvania film librarians, set up a rotating collection of feature films. These feature films are owned by the Film Center but rotate for three months at a time at each of Pennsylvania's District Library Centers. The films are used heavily. The rotation has proved to be an effective way to get maximum use out of each title.

The other films housed in the collection at the Film Center are also used actively by patrons throughout Pennsylvania. Films are shipped via IDS or the mail to local libraries where patrons may pick them up. Yearly average circulation is 8.6 circulations per film to an average audience size of 35. This means the average film in the collection is seen by about 300 people per year. These figures do not include feature films which are even more popular.

In 1980 the State Library began an LSCA funded project to input all the films held by the Film Center and by the District Library Centers into the OCLC data base. The project has been contracted to Penn State which has hired a cataloger and installed an OCLC terminal at the Film Center. When the project is complete Pennsylvania's public libraries will have an online union list of films and be able to produce joint or single catalogs from OCLC computer tapes.

Along with activities at the state level, the State Library has encouraged the development of audiovisual services in public libraries by a series of LSCA grants. These grants have included in 1974, 1976 and 1978 grants totaling $832,249 to all District Library Centers for the purchase of films. In addition in 1979 a total of 19 videocassette recorders were placed in District Library Centers so that all DLCs would have videocassette playback capability.

There is need to support libraries venturing into video production and video collections. Some libraries will need assistance in improving their production techniques; others will need encouragement to begin video production. In the area of video collection building, libraries will need support

as they develop collections of videocassettes and videodiscs. The Film Center's collection should be expanded to include video formats.

12. Technology

Automation -

A statewide development plan for automated library services is needed and should be addressed in the Comprehensive Plan currently being planned by the State Library. The plan should be concerned with interfacing automated systems as they are developed by libraries throughout the Commonwealth.

Technology should be used to provide improved services to patrons; increased access to library collections; and resources. Ways to accomplish this increased access may include, but are not limited to, utilization of OCLC, on-line reference services, automated circulation systems, COM catalogs, on-line catalogs and retrospective conversion projects.

Telecommunications -

Television can have a major role in communications between libraries or between libraries and their clients.

Pennsylvania has two television networks, Pennsylvania Public Television Network (PPTN) and Pennarama. Pennarama is a link between the various cable systems in the state to form a statewide network. Both networks have an educational focus.

The State Library and PPTN both report to the Secretary of Education. The Pennsylvania Department of Education is expanding their broadcast facilities and planning a microwave hookup to PPTN.

Pennsylvania has local public TV stations and good local cable systems. Both respond to community needs and have educational focus.

Cable stations need a franchise to operate. New cable systems are capable of handling more than 100 channels and have the capability of two-way communication. A channel or channels could be devoted to the library. Library branches can be connected.

In addition to broadcast capabilities, narrowcast exists. The television band is wider than that received by the normal television set. Closed captioning uses part of this band. More space exists for sending voice, pictures and/or text to locations with special receivers.

Systems exist for sending textual material over TV lines - Prestel in England, QUBE, Viewtext, Teledyne, etc. Both random access and sequential systems exist and are likely to improve.

Television sets are commonly available in most homes.

Possible uses include:

Communication between libraries and their clients and vice versa

- rural, homebound, institutionalized, legally unserved, aged, etc.
- can view library catalogs and place orders for books by TV or phone.
- can view data screens and ask questions of library staffs.
- material could be sent direct to clients' TV.

Communication between libraries

- Library Continuing Education programs could be offered locally or statewide.
- library meetings statewide or local.
- union catalog communications.
- shared circulation systems.
- "deliver" text or pictures between libraries or from State Library to local libraries
- communication between a library and its branches to announce meetings, for notices, catalog searching, and circulation information.

B. INTERLIBRARY COOPERATION

1. Legislation

House Bill #1010 was introduced on March 23, 1981. This bill would give the State Library a role in promoting and supporting interlibrary cooperation. The uncertainty of continuing federal legislation makes such action more urgent now than in the past, especially if categorical programs, such as LSCA, are replaced with block grants.

The need for cooperation, and especially state support, increases with inflation. Larger or more heavier-used libraries are instituting fees for interlibrary loan and photocopy; smaller libraries are feeling more of the pinch as their budgets can no longer provide for acquisition of all needed materials.

2. Bibliographic Data Base

Access to information about the holdings of other libraries aids not only in effective use of interlibrary loan but also in coordinated collection development and, especially in times when collection development funds are limited, in decisions on termination of periodical subscriptions. Pennsylvania libraries have benefitted from the availability of the OCLC data base. Over 145 libraries are now entering current catalog information, and a statewide union list of serials is being developed on OCLC. But relatively few of the current OCLC participants, especially among the libraries with specialized or unique collections, have undertaken retrospective conversion of their catalogs, and the union list has relatively limited numbers of titles for holdings records.

3. Interlibrary Loan Reimbursement

Liberal codes, OCLC, clearinghouses, delivery service and other factors have contributed to continuing demands on interlibrary loan. Some leveling of the load has occurred, but inflation makes every library's service more expensive. State reimbursement for net lenders would equalize access to library resources and keep open the channels through which interlibrary loan flows. The above mentioned H.B. #1010 could provide a source for such reimbursements.

4. Delivery Service

IDS has weathered major crises in the past few years and appears to be operating on a stable basis, but likely gasoline price increases may drive the Purolator/IDS fee beyond easy range for many libraries. What Pennsylvania still needs is delivery service to match location service and communication facilities. A good network for district, or other local services, linked with statewide delivery services, could do much to improve resource sharing. About one half of the District Library Centers maintain delivery service to their local libraries, but only two of these systematically attempt to serve academic libraries as well. None serves special libraries. One cooperates with an intermediate unit in a delivery service serving both public libraries and school districts. It would seem appropriate to encourage delivery service serving both public libraries and school districts. It would seem appropriate to encourage delivery service at the local level which serves all types of

libraries and to provide stability to both local and statewide delivery service through state funding.

5. Preservation of Library Materials

The State Library's cooperative role in the Regional Library Resource Center program has resulted in building subject collections at a comprehensive level for research purposes. Research level subject collections must of necessity include historical as well as contemporary materials of substance in a subject. These materials should be provided in a permanent as well as readily accessible format for use throughout the state as well as in Harrisburg. Improved techniques and technologies providing access to materials, as well as improved publicity about the availability of materials consequently has resulted in growth of the use of library materials by citizens for current information and for historic research purposes. The State Library has been identifying contemporary and historical materials for preservation to support the public's increasing use of such materials. Periodicals, government publications, Pennsylvania newspapers and state and local histories, current and retrospective, have been preserved to a great extent in micro formats, or in hardcopy reprint on quality paper, by the efforts of the Library Services Division. Guidance and LSCA funds for preservation, have been provided by the Library Development Division to libraries for the preservation of local history materials by public libraries. Funded through a grant from the National Endowment for the Humanities (NEH), a background paper entitled "The Preservation of Local History: How and Why", was prepared for the State Library during 1980. The paper was distributed to the 27 District Library Centers and the libraries who are taking part in the State Library's NEH project.

There is need for the State Library to assume a leadership role with regard to identifying priority groups of historical materials - those already being preserved and those which need to be preserved. Recommendations are needed to clarify responsibility levels for the preservation of local and community materials which some day will be of historical significance and use, and to provide continuing guidance in this matter within the larger context of the state's agencies having such responsibility. The State Library should assume a stronger role for sharing such information with libraries throughout the state.

6. School Libraries

School libraries, in cooperation with other types of libraries in their communities, need to offer the widest possible access to resources available to their students. Libraries in three school districts are soon to be cataloging their materials online through OCLC which means their students will have access to the resources in 1500 libraries throughout the U.S. With competition for federal dollars becoming more acute, school libraries will need to establish new lines of communication with public libraries and community colleges, such as delivery service, ILL, and online reference services.

The school library media program, encompassing all grade levels, should offer access to students to develop their skills needed to continue their educations.

C. INSTITUTION LIBRARY SERVICES

State Institutions -

In 1976 there were 78 institutions in Pennsylvania which were state-owned or substantially state supported, receiving at least 51 per cent of their financial support from the Commonwealth. As of January, 1981, this number had been reduced to 73. This change is part of the national trend toward deinstitutionalization and reorganization involving mental health and mental retardation facilities. Thirty-one of these 73 institutions are for the mentally ill and/or mentally retarded; 20 are either adult or juvenile correctional facilities. There are nine residential schools and nine state general hospitals. Four institutions are classed as "other".

Local Institutions -

Not included in the above count are local institutions such as jails, juvenile detention centers, hospitals and nursing homes. Library services to these facilities are a local responsibility. Some are served by or in conjunction with local public libraries, but such outreach services are often among the first to be eliminated when there are budget cuts. Many hospitals do have libraries, but these are usually organized for the use of staff and rarely serve patients. There is a gradual trend, however, for public and hospital libraries to cooperate in the acquisition and delivery of health information materials to the local community.

1. Staff

Insufficient staff continues to be the chief problem of institutional libraries. With few exceptions, libraries in state facilities are staffed by only one person and often he or she must divide his or her time between both the resident and staff libraries. All professional and clerical functions are performed by this person, with the result that overall performance capability of the library is usually limited to that of providing materials for others to use. In this situation, the librarian cannot schedule educational, recreational or therapeutic programs as part of routine services and, he or she cannot take materials or programs to residents who cannot come to the library because of mental or physical limitations or because of security problems. Because of anti-peonage laws, mental health libraries cannot use the services of patients who might be available. Union rules or security problems prevent or restrict the use of community volunteers who might be utilized in many areas of the library's activities. Recently there have been positive changes in the library staffing patterns at some state institutions. Several libraries have added at least one new staff member to the complement and some of these new persons have been added as a result of successful LSCA-funded projects.

Staffing patterns for local institutions vary widely. Some persons providing library services to these facilities have no library training or previous experience working in an institution. Some local institutions insist on library staff with full professional qualifications.

2. LSCA Projects

Each year several state institutions have successfully competed for LSCA grants to develop the public library aspects of services to their residents. Requirements for grant applicants include: 1) the need for minimum education and training of library staff who administer the project, 2) a minimum of weekly hours that library services are currently provided, and 3) a present library collection that is organized under a standard system of classification. Projects concerned with curriculum related services, staff services or legal reference services are not given consideration for LSCA funding. Most LSCA projects are funded for a single year. Some are intended to produce a product, such as a bibliography, or for collection development. Most, however, are for the expansion of library services, such as providing an outreach effort to residents who cannot come to the Library. Nearly all of these have been continued after the LSCA funding has been expended, either by existing library staff, or by new library staff added because the project has been successful, or by transfer of the program to other disciplines such as the recreation or nursing department. In this latter example, the library continues to provide the materials, but the program delivery may be done elsewhere. Several of these projects have served as models which have been replicated to at least some extent in other institutions.

LSCA funds have been used for training of institutional librarians. Continuing education scholarships have been used to send librarians to workshops in Pennsylvania and other states. An LSCA-funded annual meeting of state institutional librarians has become a must for learning of developments across the Commonwealth. Another meeting attended by many institutional librarians is the annual "LSCA Idea Exchange" workshop, which provides valuable communication between public and institutional librarians.

A distinct trend in institutional libraries is the increase in use of audiovisual materials and LSCA funds have helped many libraries purchase projection equipment and materials such as filmstrips, records, cassette tapes and slides. One successful LSCA project provided for the packaging of special programs, including necessary audiovisual materials and equipment and the distribution of these items to staff for use on several wards.

In 1978 and 1979 the State Library used LSCA funds to provide free cataloging services to state institutional libraries through the OCLC system. There are current indications that some institutional libraries intend to apply this technology to their needs. One state general hospital has recently completed a successful first year of a cooperative effort with a local public library, using the public library's OCLC terminal as part of the cooperation. This project was initially LSCA funded, but the hospital has agreed to continue the contract for OCLC use with its own funds.

3. Cooperation with Public or Academic Libraries

Many institutional libraries have traditionally relied upon their own resources for materials and program ideas for their residents. Similarly, many public libraries have limited their service delivery to other public libraries, and the same limitation can be stated for many academic libraries. The current trend is for greater cooperation between different types of libraries, and several libraries are borrowing from each other. Films for use by institutional libraries are obtained through public libraries; health information materials are loaned to public libraries from hospital libraries

in the area. Libraries possessing computerized services, such as the interlibrary loan subsystem of OCLC, are offering these services to institutions. Institutional libraries, usually staff libraries, are cooperating in interlibrary loan of periodicals to a more significant degree. These cooperative efforts, although impressive, must be considered only as a beginning.

4. Needs

The most basic need is the establishment of minimal library services for all residents of state institutions. This includes a permanent library location, open at least 20 hours per week, with trained staff and a collection which is organized under a standard library classification. Established institution library services need to be expanded to residents not now being served. This may include: added hours, additional staff and provision of programs and services to closed areas. State institution libraries need coordination at the department level, at least in Welfare and Corrections. Provision of continuing education opportunities for all levels of state institution library staff should be continued and expanded. In addition to programs specifically designed for institution library personnel, increased participation in other relevant training should be promoted.

D. LIBRARY SERVICES TO THE HANDICAPPED

Pennsylvania's two Regional Libraries for the Blind and Physically Handicapped currently serve about 18,000 readers. The state appropriation for their operation has increased by an average of seven per cent annually. This has not been sufficient to offset rising costs, but computerization of their circulation systems through LSCA grants has enabled them to maintain an effective level of service and to meet the requirements of the National Library Service for the Blind and Physically Handicapped for maintaining machine inventory records. LSCA funds have also been used to underwrite annual meetings for representatives of the agencies who deliver talking book machines to local patrons and for the Telephone Pioneers who volunteer their time to repair the machines.

A second significant use of LSCA funds for the Regional Libraries has been the purchase of large print materials for their collections. Although much in demand, and included in the new American Library Association standards for Regional Libraries, this format is not provided through the federal government and budget strictures have not allowed for continued purchase from the regular state appropriation. In conjunction with this, LSCA grants also underwrote production of new catalogs listing the combined print holdings of the Regional Libraries and the State Library for both juvenile and adult titles. Lists of additions to the State Library's large print holdings, which serve as an interlibrary loan backup, are periodically distributed to all public libraries. One-time grants were also made to all District Library Centers to establish or increase their large print collections and several grants to public libraries, as well as patient libraries in state hospitals, have included the purchase of large print materials, primarily for use with older adults.

Several grants have been made to public libraries for various aspects of service to non-institutionalized handicapped persons in their communities. These include special materials and programs for persons who are developmentally disabled and/or physically handicapped, as well as information services for family members and other persons working with the handicapped. Most of these services have continued at some level after the conclusion of the grant period, usually through integration into existing programs and services or through the use of volunteers.

Library school faculty need to be encouraged to incorporate handicapped awareness and ramifications for library services into the total curriculum. Increased handicapped awareness for all levels of staff in all types of libraries should be promoted, including close cooperation with other community agencies and groups serving the handicapped and with handicapped users.

Provision of specialized or adapted library services for all types of handicapped persons must be promoted at the local library level. This includes physically accessibility (ramps for wheelchairs, TTY reference for the deaf), special formats (commercial recordings for the blind, tactile objects for the developmentally disabled) and outreach services (nursing home programs, homebound delivery). Counsel and training on needs of and services to handicapped persons should be provided through District Library Centers, including emphasis on the requirements of Section 504 of the Rehabilitation

Act of 1973. Plans for development of public library systems should include a special services component. Programs should be developed to help improve the reading ability of persons whose handicaps have prevented the acquiring of basic literacy skills. Emphasis should be placed on the following needs of the Regional Libraries for the Blind and Physically Handicapped.

a. Funding for the Regional Libraries needs to be increased each year at a level commensurate with the inflation rate, including adequate staff and/or computer backup to serve a five per cent annual growth in the number of patrons and the ability to meet the new American Library Association Standards for Regional Libraries for the Blind and Physically Handicapped.

b. A statewide policy on purchase and provision of large print materials should be developed.

c. Continued coordination of Regional Library activities to assure equal access across the state must be assured.

d. Identification of potential new eligible readers needs to be achieved through promotion of the Regional Library services to the general public and through awareness of practicing librarians, including integration of information on the service into library school curricula.

E. STATE LIBRARY SERVICES

From its beginning as the Library of the Assembly, the State Library has had a responsibility to meet the information needs of Pennsylvania government. In the more than two hundred years of its existence, the library has acquired materials on topics of concern to legislative, executive, and judicial branches of government. As circumstances have changed, the library has also developed collections and services to support other client interests as well: it provides extensive interlibrary loan and reference service to backup local public libraries; it is used heavily by the general public and students in the Harrisburg area; its collections are drawn upon by other libraries in cooperative groups to which the library belongs.

But it has never ceased to be a library for state government. During much of 1980 and 1981, renewed focus has been given to this part of its mission. Special orientation programs have been prepared for staff of both houses of the legislature. Plans have been completed for initiation of a telephone "hot line" to speed service to government offices, and computerized search services have been added to traditional reference services.

1. Government Publications

As it has worked to serve government officers directly, so has the State Library assisted other libraries which have been established on Capital Hill. Its Government Publications Section has identified one staff member as liaison to capital hill libraries, and this librarian's assignments include developing close ties of service with departmental libraries. Staff from time to time is called upon to advise on establishing libraries in departments where none exist. The library acts as interlibrary loan center for departmental libraries, using its computer service to locate and request materials not held in Harrisburg. As a special service to libraries in state welfare and correctional institutions outside the capital city, the library provides location information for interlibrary loan when requested materials are not in its own collection.

The State Library is collecting, and maintaining, a definitive, organized collection of publications issued by all the agencies of our Commonwealth and is managing the distribution of selected items to academic and public libraries designated depositories throughout Pennsylvania. All state publications presently are being catalogued into the OCLC data base so that libraries with terminal access to OCLC can acquire this data. A monthly Checklist of Official Pennsylvania Publications containing items identified for their informational content is distributed regularly to at least 1100 public, academic, special and state agency libraries within Pennsylvania. A clearinghouse is maintained to exchange publications identified as surplus.

2. Regional Resource Center

The Library Services Division of the State Library continues to serve as the hub of the Commonwealth's public library network and as one of four regional resource centers serving district centers, local public, state agency, and institutional libraries for reference and interlibrary loan purposes. Collections continue to be developed along assigned Regional

Library Resource areas of knowledge, which in most cases correspond to the subject area in which the library requires comprehensive collections of materials to serve state government. The law section serves as a particular resource for all Commonwealth law libraries and as the source of legal research for students of law and private industry as well as for government officials.

3. Automation

The library began to use the OCLC system for cataloging in December, 1973, and by December, 1980 had entered some 128,000 holdings records into the OCLC data base. The system has permitted the elimination of cataloging backlogs and reduction in staff required to catalog and prepare cards for new acquisitions. It has also permitted the initiation of machine-reading catalog records for a future online catalog. It has also served to make information about the library's collection more readily available to other Pennsylvania libraries. The library began in 1979 to use an online circulation system to gain more control of the use of its collection. In 1980, computer search service using LEXIS and DIALOG data bases was initiated, and NLM searching is expected in 1981.

These automated services and processes, however, touch only some of the library's services which might profit by automation either to speed service or reduce personnel costs, or both. The State Library is about to embark on the development of a new comprehensive plan as was mentioned earlier. This plan, in part, will study further automation of its activities and improved interface with other libraries in Pennsylvania.

4. Funding

For many years the legislature has appropriated federal funds to supplement state funds for the State Library's budget. The percentage has varied, ranging as high as 35 per cent overall, and in the year ending June 30, 1981, dependence on federal funds is expected to be 29 per cent for the library as a whole. Eighty-seven per cent of the Library Development Division budget and 7.5 per cent of the Library Services Division budget come from federal funds. While such expenditures are not contrary to federal legislation, the State Library seeks to eliminate the dependence on LSCA dollars in order to make the total appropriation available to support local and cooperative programs.

Although the need for increased staffing within both the divisions is apparent, the opposite has occurred. Due to state government's restrictive budgetary requirements, there has been a net loss of seven State Library staff positions during the present fiscal year with the consequence that the remaining staff members, professional and support, have been required to assume increased workloads.

5. Facilities

Facilities of the State Library have been improved by the consolidation of the Library Development Division and the Library Services Division on the ground, first and second floors of the building which houses the State Library. Internal functions of the State Library have been improved.

Communications among units of the library are made easier and have improved. However, space for most public service sections remains inadequate to accomplish their missions.

6. Needs

Continuing publicity on the government service program is needed. Legislative and executive branch staff turnover as well as changes in the legislative composition suggest cyclical efforts to inform new personnel of services available. Continuing attention to topics of concern to government should be reflected in materials selection; although some topics are of continuing interest to legislators, for example, the library needs to anticipate interests and have materials on hand to meet new needs when they are voiced.

Myriad state agencies and offices within agency units frequently cause a publication's proliferation. It is very difficult for the many offices to be aware of Act No. 240 (Commonwealth Documents 1968 Law) and Act No. 150 (Commonwealth Depository Program Law 1971). There is need to establish a mechanism, or mechanisms, to inform and alert all of the agencies and offices to the requirements of these laws so as to insure more comprehensive coverage for the Pennsylvania Publications Depository Program. There is need to provide access to the information contained in the retrospective Pennsylvania publications. Use of advanced technology should be considered to learn, where applicable.

The application and use of new technologies is causing some changes in patterns of the cooperative sharing of resources for use by Pennsylvania's citizens. Bibliographic data, gathered while serving users, needs to be studied from the point of view of improving the library's collections.

As local, district, institutional, and state agency libraries call upon the State Library for more specialized assistance, assignment realignments among the present staff members are a necessity. Continuing education to develop new skills, knowledge, and performance capabilities is a key need at this time.

There is need for a realignment of physical spaces within the confines of the present areas assigned to the State Library to provide growth and improvement in our services to the public.

SECTION III

Goals and Objectives

INTRODUCTION

Based on the accomplishments achieved thus far; the current status of library services in the Commonwealth; and the needs of users and libraries to meet those needs; this section of the long range plan outlines the goals and objectives for the next five years.

The long range goal of the State Library is to meet the information needs of every resident of Pennsylvania. It is our aim to improve or increase the use of existing library resources and services and to improve library services provided by all types of libraries.

The goals and objectives listed here are, we hope, realistic and achievable. We have limited the number and the scope of the objectives to those that can be achieved through the use of federal funds. It is hoped that the State Library's Comprehensive Long Range Plan will address the broader issues which will be underway in 1981.

LONG RANGE GOALS AND OBJECTIVES

GOAL I Provide every Pennsylvania resident with quality public library service.

Objective 1

By September 1986, extend the service areas of present public libraries or systems to include at least 250,000 additional unserved persons.

Objective 2

Annually assist at least five libraries in providing services to the disadvantaged.

Objective 3

Annually assist at least five libraries in developing or implementing long range plans of library service.

Objective 4

Annually assist in the establishment of at least one library system.

Objective 5

Annually assist at least five libraries in the improvement of services to meet standards.

GOAL II Improve cooperation among different types of libraries in the Commonwealth to make available the widest range of information possible to Pennsylvania residents.

Objective 6

By September 1983, develop a plan for interlibrary loan reimbursement so that a request for funds may be made in the legislature.

Objective 7

Annually ensure that at least eight additional libraries become participating members of a multitype delivery system.

Objective 8

By September 1983, determine the levels of library responsibility for the preservation of state and local historical materials and identify the specific groups of these materials that are being preserved and that need to be preserved.

Objective 9

Assist at least eight new libraries per year in the use of OCLC, or as users of OCLC subsystems which they have not used before.

GOAL III Provide access to information to residents of Pennsylvania who because of special problems can not readily use conventional library services.

Objective 10

By September 1987, provide resident library services in at least five state institutions which do not currently provide such services and annually assist at least three institution libraries in improving resident library services.

Objective 11

Annually assist at least five public libraries in extending service to residents of local institutions which have not been previously served by public libraries.

Objective 12

Annually assist staff in at least five public libraries in providing service to the non-institutionalized handicapped in their communities.

Objective 13

By September 1983, increase by 10 per cent the number of libraries which are promoting, providing and cooperating with other agencies in one to one tutoring programs for persons who are not functionally literate in English.

GOAL IV Under State Library leadership, provide promotion, coordination and support for library services throughout the Commonwealth.

Objective 14

Provide a continuing program to increase public awareness of library services and to assist local libraries in promotion efforts.

Objective 15

Assure that relevant library/media continuing education programs are provided annually for at least 1500 persons.

Objective 16

Assist at least four libraries annually in the study of or implementation of automated services to improve the quality and cost-effectiveness of public service.

Objective 17

Until sufficient state funds become available, use appropriate LSCA funds each year to supplement state funds for the employment of personnel, operation and purchasing of library materials to strengthen the State Library's ability to aid in public and institution library development and in meeting libraries' and users' needs for service.

Objective 18

Until sufficient state funds become available, use appropriate LSCA funds annually to continue the operation of the Pennsylvania Public Libraries Film Center and the provision of AV advisory services.

Objective 19

Annually assist at least three libraries in the development of video collections and/or video production capacity.

Objective 20

Annually assist at least two libraries to increase access to their collections through automation (e.g. retrospective conversion, COM catalogs, automated circulation systems, etc.).